



**HELENSBURGH AND LOMOND AREA COMMITTEE
MINUTES OF MEETING
Friday 2nd October 2009
at 10.00 a.m.
in
Kirkmichael Centre Helensburgh**

Present
Ann Trotter (Chair) AT
George Douglas (Vice Chair) (GD)
Joan Roy (JR)
Kenneth Bendall (KB)
Bill McIntyre (BM)
Yvonne Lister (YL)
Christine Johnston (CJ)
David Rae (DR)
Wendy Nicholson (WN)

1.	Apologies: Maisie Dunlay Sandra Glazsher Sonja Aitken Councillor Kelly	
2.	Minutes of Previous Meeting – 24.09.09 Amendment – Apologies: Remove Maisie Dunlay from apologies. Add in Joan Roy under apologies. 3. Election of Chair to be amended to read “Ann Trotter agreed to stand as Chair to ensure the Lomond Area	

	<p>Committee did not have to disband. This was on the understanding that her obligation.....”</p> <p>Proposed: George Douglas Seconded: Ken Bendall</p> <p>Minutes of Previous Meeting – 07.08.09 Agreed Proposed: Ken Bendall Seconded: Ann Trotter</p>	
3.	<p>Matters Arising from Previous Minutes 07.08.09</p> <ul style="list-style-type: none"> • Page 6 Pressurised Status no update to report to date. • Page 4 GD advised that a response from Alistair McGregor was printed in the Advertiser in relation to Anti Social Behaviour in our area. • Page 8 No: 11 AOCB YL advised that handrails had now been fitted at the Whistlefield Site. 	
4.	<p>Correspondence: None</p>	
5.	<p>Board of Management Update: Presented by Christine Johnston</p> <ul style="list-style-type: none"> • Board AGM was held on 23.09.09 with over 30 members attending the meeting. The Chair remains with Norman Beaton and Vice Chair remains with Bill McIntyre. The Secretary is Councillor Roddy McCuish. Full details of the Board were handed out and CJ stressed that these details must not be given to members of the public and that all enquiries should be directed through the Ardrishaig office. • Due to a flyer issued with the last Tenants Newsletter membership of ACHA has risen to over 300 people. • The Board have approved (subject to survey) that the local In House Team will relocate from Lomond Street to Maitland Street which will savings estimated to be around £35k per annum. • Following a significant consultation process, the Board have agreed a number of changes to the Home Argyll Policy. Staff training will take place in 	

	<p>October 09 on the Policy changes will all applications being re pointed in November 09. One of the main changes will be that only 2 offers will be made to each applicant whereas at the moment this is unlimited. This will provide consistency with our Homeless Applicants but should also help reduce void times by reducing the number of “wasted” offers.</p> <ul style="list-style-type: none"> • Both the MAK and the Lomond Committee are experiencing problems with regards to numbers and/or tenant representation at the Board. The Director of HR&CS has been asked to bring a Report to the next Board meeting with options for consideration. This will include whether or not a special general meeting is held to change the rules to allow non tenants to be Chair of Area Committees. <p>BM/GD indicated that membership of Committee’s should still be a tenant majority. CJ advised this would be part of the Director of HRCS proposals which will be brought to the Board of Management for discussion/approval.</p>	
6.	<p>Regional Managers Report:</p> <p>Presented by Yvonne Lister with key points as follows:</p> <p><u>Kitchen & Bathrooms:</u> Year 3 of the programme is reaching the end of month 6. The programme is being delivered on time with no great causes for concern. The extra 200 elements have now commenced which means added on site supervision from the Area Team. So far 107 kitchens have been installed and 81 bathrooms. A further 179 kitchens are due to be installed with a further 179 bathrooms also.</p> <p><u>Window and Door Programme - Contractor - Carillion</u> The contractor is mainly keeping to the program. So far 48 windows and 48 doors have been installed and it is expected that a further 40 windows/doors will be installed by the end of the year.</p> <p><u>Heating and Rewire, Contractor - Gas Call</u></p>	

<p>No heating installations ongoing at present.</p> <p><u>Roofing and Roughcasting – Contractor – Connaught</u></p> <p>It is estimated that 80% of the work is now complete with the roofing and roughcasting in Cardross and Kilcreggan.</p> <p>GD asked if there were problems regarding the Contractor having to travel between the two locations. YL advised that she was not aware of any issues, however, she would ask the Local Manager to confirm.</p> <p><u>Community and Regeneration</u></p> <p>Phase 2 of Whistlefield is almost complete with 4 flats being handed over at the end of October and a further 4 flats being ready for handover mid March 2010.</p> <p><u>Garage Strategy</u></p> <p>Garage questionnaires have now been analysed with the following lock ups being identified for demolition.</p> <p>Darleith Road Cardross: 7 garages to be demolished. Gare Road, Rosneath: 12 garages to be demolished. Barge Court, Rhu: 19 garages to be demolished. Quarryknowe, Rhu: 8 garages to be demolished.</p> <ul style="list-style-type: none"> • The sale of garages can only be considered where there is sufficient demand to sell the entire block. • Pre Letting – where the consultation shows demand for renting garages consideration will be given to refurbishment. • Ownership – further investigations will take place to establish ownership of some garages. <p>EMAP / Wider Role Projects See Agenda item 8 for EMAP project. Budget Remaining: £19,549.</p> <p>Following on from our visit to Cardross Playpark. DR has been advised that the Project Co ordinator for Wider Role funding had made an error in advising RSL's of their</p>	<p>YL</p>
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	<p>contribution towards these projects. DR will explain the implications under Agenda item 8 as this has increased the amount of money required from ACHA to proceed with this proposal.</p> <p><u>Housing Management and Maintenance</u></p> <p>Home Argyll Policy Review as previously reported by CJ in the Board Update.</p> <p>The list will only be closed from Thursday 26th Nov to Monday 30th November with staff working the weekend to update all applications.</p> <p>Inspection & Regulation –</p> <ul style="list-style-type: none"> • On site inspection now complete • Initial Feedback fairly positive • Draft report due out end of October. <p>Pressurised Area Designation (PAD)</p> <ul style="list-style-type: none"> • No further update <p>In House Repairs Team</p> <ul style="list-style-type: none"> • Terminating the lease of the Lomond Street site. • New accommodation now in Maitland Street. <p>Gutter Cleaning</p> <ul style="list-style-type: none"> • Tender documents have been issued. • Will involve 271 properties this year. 	
7.	<p>Review of Key Performance Indicators</p> <p>YL explained the new format and advised that our graphical report would only be included in the pack now for information and would not be projected and discussed as was usually the case, unless members wished to clarify any points with YL.</p> <p>YL advised that the Area Team had met or exceeded their target in 9 out of 13 of the Performance Targets.</p> <p>GD asked about the 66.7% in relation to Urgent Repairs</p>	

	<p>with other Contractors. YL explained this represented 2 jobs being completed outwith target.</p> <p>CJ went onto explain that there was a problem reporting this information as we have no performance targets agreed with our Contractors and these figures are based on what our own performance targets are. This is something that is being looked at with a view to how we report this information.</p> <p>YL went onto to discuss that ranking positions of the Area Team.</p> <p>GD asked what % of owners resided at 51-68 Maitland Court. YL will advise.</p>	YL
8.	<p>EMAP/WIDER ROLE</p> <p>DR presented the Committee with paperwork relating to 4 EMAP proposals that will attract Wider Role funding.</p> <p>1. Phase 2 Williamson Drive Bin Area: it is proposed to give blocks 13 – 59 industrial bins. The 4 owners involved in this project are willing to pay the small amount involved which is expected to be around £24.79 each.</p> <p>This was unanimously agreed by the Committee.</p> <p>2. Community Garden Williamson Dr/Old Luss Road it is proposed to renovate the existing seating, clear away all weeds. Shrubs should be integrated amongst the slabs to reduce maintenance costs. The garden will be maintained by Fountains when the initial tidying in complete. There are no owners involved. Residents will be consulted prior to the commencement of the work.</p> <p>This was unanimously agreed by the Committee.</p>	

	<p>3. Maitland Court Ground Works: It was proposed to reduced 2 hedges in height and girth. However, the Committee asked if the hedge beside the drying area be removed rather than maintained.</p> <p>This was unanimously agreed by the Committee on the understanding that one hedge will be removed.</p> <p>4. Cardross Play Park: after some discussion it was agreed that if owner consent regarding the fencing to the rear of Mill Road properties can be obtained before the end of the October then this proposal will be accepted. In order for DR to be able to access the Wider Role funding he will initially put this proposal forward, however, it is on the understanding that if owners consent to upgrade the fence is not received then the project will not proceed.</p> <p>BM raised the issue about consultation, believing that ACHA had been criticised by the SHR for not consulting with owners and tenants prior to works being carried out. The Area Team will ensure that no further projects are brought to the Area Committee until it can be demonstrated that a consultation exercise was undertaken.</p>	DR
9.	<p>Feedback from the Regulator.</p> <ul style="list-style-type: none"> As per Regional Managers Report No: 6 <p>BM asked what the general feeling from the feedback sessions were.</p> <p>CJ advised that feedback was only given verbally, however, they did indicate that the Committees were well run, there was good rapport with staff, good flow of information etc.</p>	
10.	<p>Health and Safety Minutes 14.05.09 Tenants Panel Minutes 19.05.09</p> <p>YL advised that with the Tenants Panel Minutes no meetings took place in June/July/Sept due to low numbers. To try to encourage attendance it is proposed that the</p>	

	constitution is changed to include tenants on the consultation register.	
11.	A.O.C.B. <ul style="list-style-type: none"> • KB brought up the stones in Fairfield Gardens again. AT reminded him that DR was looking into this problem with a view to cementing down the stones. • GD congratulated Ann on her first meeting as Chair and everyone agreed what a great job she had done. • BM was presented with an engraved glass as a token of appreciation for being Chair of the Helensburgh and Lomond Area Committee for 3 years running. 	
12.	Date and Time of Next Meeting Friday 4 th December 10.00 a.m. Kirkmichael Centre	